

MEMORANDUM FOR CIVILIAN EMPLOYEES AT HQ AMC

SUBJECT: Rights of Civilian Employees to Present Complaints or Request Assistance

1. As a civilian employee you have the right to present complaints, grievances or requests for assistance to the Inspector General (IG). If you feel your complaint or request has not been resolved by your chain of command or established grievance procedures, you may visit or call your local IG. You do not have to tell anyone why you want to visit the IG. However, you must obtain permission to be absent from your duties if you wish to visit the IG during duty hours. Department of the Army personnel are prohibited from taking any adverse action against you for filing a complaint, seeking assistance, or cooperating with the IG.

2. Your local IG is:

NAME: COLONEL BRUCE A. SYDNOR

ROOM: 1S24

OFFICE HOURS: 0730-1600

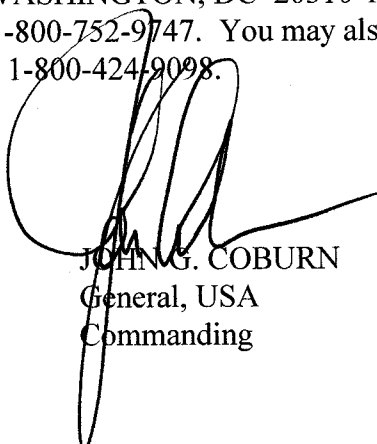
ADDRESS: 5001 EISENHOWER AVE., ALEXANDRIA, VA 22333-0001

TELEPHONE: 617-8070

COMMANDER'S HOTLINE (24 HOURS): 617-3867

3. The IG will protect confidentiality to the maximum extent possible - especially when requested of persons who ask for help, make a complaint, give evidence, contact or assist an IG during an inspection or investigation, or otherwise interact with an IG.

4. If you believe your interest may be jeopardized by contacting your local IG, you may write to the Department of the Army IG (DAIG) at: HQDA, ATTN: SAIG-AC, THE INSPECTOR GENERAL, 1700 ARMY PENTAGON, WASHINGTON, DC 20310-1700 or call the DAIG HOTLINE at 703-601-1060 or 1-800-752-9747. You may also call the Department of Defense IG HOTLINE at 703-604-8569 or 1-800-424-9098.



JOHN G. COBURN
General, USA
Commanding